

Nobles-Botkin, Jill

From: Nobles-Botkin, Jill
Sent: Wednesday, August 17, 2016 2:50 PM
To: Jessica Shields (Jessica.Shields@hhs.gov)
Cc: Truitt, Mike D.; Marshall, Joyce Y.; Nobles-Botkin, Jill
Subject: FW: Questionnaire - Need your Assistance
Attachments: RA-Part 2 - Internal Controls.pdf; Internal Controls.pdf; COA SFY 16.doc

Jessica,

Please see attachments for the Oklahoma State Department of Health Response. The first attachment is the original questionnaire. We did not feel there was adequate room to answer some of the questions, so the second attachment is the answers to all of the questions. The third attachment is the agency Chart of Accounts which describes how in the agency accounting system we are able to maintain accounting records for all the various awards and fund types. This is specific to our internal system which contains more details than the State Accounting System.

We have also included a link (see below) to the Statewide Accounting Manual for Oklahoma because the download file is large. This is the manual that describes the requirements of the system used by all state agencies.

https://www.ok.gov/OSF/Comptroller/Statewide_Accounting_Manual/

Please let me know if you have any additional questions.

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From: Shields, Jessica (HHS/OASH) [mailto:Jessica.Shields@hhs.gov]
Sent: Tuesday, August 16, 2016 7:41 AM
To: Nobles-Botkin, Jill
Cc: Truitt, Mike D.
Subject: FW: Questionnaire - Need your Assistance
Importance: High

Good Morning,

This is just a friendly reminder that this form is due back to me no later than tomorrow. If you have any questions please let me know!

Thanks!

Jessica

Direct: (240) 453-8839

Email: Jessica.Shields@hhs.gov

From: Shields, Jessica (HHS/OASH)
Sent: Thursday, August 11, 2016 1:03 PM
To: Nobles-Botkin, Jill (Jill@health.ok.gov); 'miket@health.ok.gov'
Subject: Questionnaire - Need your Assistance
Importance: High

Good Afternoon,

Per the new 45 CFR Part 75.205 and Funding Announcement, I have attached a questionnaire that I need you to fill out and scan back to me no later than **August 17th**. If you have any questions, please feel free to contact me.

Please also provide any manuals or handbooks pertaining to the questionnaire to reiterate your responses.

Thank you!

Jessica Shields

Grants Specialist

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Telework Day: Every Wednesday